

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, MARCH 7, 2002
8:15 A.M.**

Commissioners Present: Bob Workman, Chair
Bernie Heier, Vice Chair
Kathy Campbell
Larry Hudkins
Ray Stevens

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Bruce Medcalf, County Clerk
Trish Owen, Deputy County Clerk
Ann Taylor, County Clerk's Office

The Staff Meeting was called to order at 8:18 a.m.

AGENDA ITEM

**1 APPROVAL OF THE STAFF MEETING MINUTES OF TUESDAY,
FEBRUARY 26, 2002 AND THURSDAY, FEBRUARY 28, 2002**

Stevens requested that the Staff Meeting minutes of February 28, 2002 be corrected to reflect that he, not Dean Settle, Community Mental Health Center Director, had suggested that a copy of Settle's memorandum be forwarded to the Region V Governing Board.

MOTION: Campbell moved and Heier seconded to approve the Staff Meeting minutes of February 26, 2002 and February 28, 2002, with that correction. Stevens, Heier, Hudkins, Campbell and Workman voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Meeting with Roger Larson, Nominee for the Planning Commission
- B. Questionnaire for Convention & Visitors Bureaus
- C. Press Conference with Mayor Wesely
- D. Public Testimony at the March 5, 2002 County Board of Commissioners Meeting

MOTION: Campbell moved and Hudkins seconded approval of the additions to the agenda. Campbell, Workman, Hudkins, Heier and Stevens voted aye. Motion carried.

ADDITIONS TO THE AGENDA

A. Meeting with Roger Larson, Nominee for the Planning Commission

Stevens reported on a meeting he and City Councilmen Werner and Svoboda had with Roger Larson, nominee for the Planning Commission.

B. Questionnaire for Convention & Visitors Bureaus

The Board reviewed a letter and questionnaire that will be sent to other Convention & Visitors Bureaus (Exhibit A), and requested the following changes to these questions:

1) Who runs your Convention & Visitors Bureau?

Ask for the length of time.

2) Where does your funding come from?

Ask for the *Private Donations* amount.

Ask the percentage of the total funding.

Add *Special Promotions* to the list of funding sources.

The Board also requested the addition of a fourth question:

4) What is the total budget amount?

C. Press Conference with Mayor Wesely

Workman reported that he and Mayor Wesely will hold a press conference later in the day to announce the new Economic Development Project Manager position.

D. Public Testimony at the March 5, 2002 County Board of Commissioners Meeting

Discussion took place on how to respond to the questions posed by Bob Valentine at the March 5, 2002 County Board of Commissioners Meeting regarding management of the Lancaster County Agricultural Society's Event Center.

MOTION: Campbell moved and Hudkins seconded to send a letter to Bob Valentine with the information that he requested and to note at the March 12, 2002 County Board of Commissioners Meeting that a response has been provided to him. Stevens, Heier, Hudkins, Workman and Campbell voted aye. Motion carried.

3 COMMISSIONER MEETING REPORTS

A. Joint Budget Committee - Campbell, Stevens

Campbell and Stevens reported the following:

- Nebraska Department of Health & Human Services (HHS) will cut 25 positions across the Eastern District (includes Lancaster County), but has given assurances that Lincoln's Child Protective Services will be adequately staffed.
- HHS has been working with Kearney's counterpart to Families First & Foremost (F³) and is looking at replicating some programs between the two.
- JBC recommended \$10,000 in matching funds for the Johnson Grant for the Lincoln Area Agency on Aging and \$12,000 for management services for the Malone Community Center.
- Update was received on the United Way process.
- A special session was held with members of the Malone Community Center Board; Mayor Wesely; Jim Blue, Cedars Youth Services Executive Director; and representatives from Dana F. Cole & Company and from various foundations. The management plan, financial plan, structural and engineering evaluation and professional clean-up of the building were discussed.

4 LEGISLATIVE UPDATE - Gordon Kissel, Legislative Consultant

Gordon Kissel, Legislative Consultant, gave a legislative update (Exhibit B), noting the following:

- Appropriations Committee will hold a hearing on March 8, 2002 to discuss proposed budget reductions. A \$23 million reduction in business incentives, \$22 million reduction in school aid, \$22.5 million transfer from the Cash Reserve, \$19 million maneuvering of cash funds and an across the board percentage reduction are included in the Appropriations Committee's package. It does not include Governor Johanns' \$12 million reduction for Medicaid or the \$5 million transfer from the tobacco settlement funds.

Hudkins said the concept of a rate adjustment to sales tax was discussed at the Governor's Agriculture Conference held on March 4, 2002.

Kissel noted that there has been discussion of changing the income tax rate back to the level it was before a reduction under Governor Nelson. He said there may be a combination of an income tax rate increase and sales tax increase, with a "sunset" clause.

In response to a question from Campbell, Kissel said Governor Johanns cut \$1.4 million in juvenile money, but said the Appropriations Committee reinstated these funds.

- LB 616 (authorizes road maintenance agreements between counties, cities and villages) was advanced to Final Reading with Senator Connealy's amendment.
- Revenue Committee advanced LB 1242 (change distribution of inheritance tax revenue) to General File, including an amendment clarifying that interest earned would be distributed back to the counties. The bill is not prioritized, but could be amended onto another bill.
- LB 994 (change property tax provisions) has been designated a Speaker Priority Bill.

Hudkins noted concern with two of the issues addressed by the bill: 1) to revise the greenbelt standards for recapture of special value with regard to sales and conversion of use, and 2) grant general authority to Tax Equalization and Review Commission (TERC) to award costs of litigation.

- LB 1211 (authorize funding and change powers and duties relating to public safety communications) was advanced to Select File. The bill provides for formation of an interlocal agency to undertake joint purchase of a statewide emergency radio system to allow communications between various agencies.

Campbell noted that Doug Ahlberg, Emergency Management Director, has pursued grants in this area and suggested that he be consulted.

Dave Kroeker, Budget and Fiscal Officer, recommended seeking exclusion from the lid.

- There was an attempt to amend LB 936 (authorize drainage programs and storm sewer systems for cities, villages, and natural resources districts) onto LB 814 (change provisions for the sale of alcoholic liquor near churches, colleges and universities). LB 814 was bracketed for further discussion. There is strong opposition to LB 936, due to the exemption for agricultural land and apportionment of fees.

5 CORRECTIONS PROGRAMS ADMINISTRATOR - Georgia Glass, Personnel Director; John Cripe, Classification and Pay Manager; Mike Thurber, Corrections Director; Diane Staab, Deputy County Attorney

Discussion took place on whether to open the position of Corrections Programs Administrator in the classified or unclassified service or to hire an independent contractor. Additional discussion focused on whether to advertise the position or go out for a Request for Proposals (RFP), clerical support and physical location.

Commissioners Heier and Stevens, Chair and Vice Chair of the Board of Corrections, will meet with Kit Boesch, Human Services Administrator, to look at the juvenile model and will come back with a recommendation.

6 5TH AND 6TH YEAR PLANNING FOR FAMILIES FIRST & FOREMOST (F³) GRANT; REVIEW OF DUTIES OF JUVENILE MENTAL HEALTH DIRECTOR - Sheryl Schrepf, Juvenile Mental Health Director; Renee' Dozier, Director of Service Development

5th & 6th Year Planning for Families First & Foremost (F³) Grant Program

Sheryl Schrepf, Juvenile Mental Health Director, said the County Board needs to decide where it wants to go with the Office of Juvenile Mental Health and the Families First & Foremost (F³) Grant Program in order to effectively plan for the last two years of the grant. She distributed a packet of information on the F³ Program (Exhibit C), including the following documents:

- *Center for Mental Health Studies (CMHS) National Evaluation, Lancaster County Executive Summary*

Schrepf noted that youth are showing a marked improvement in school performance and educational and juvenile delinquency outcomes after six months in the program, but said this level is not being totally maintained after 12 months. She said there may be a number of reasons for this and said wraparound services are being evaluated to see if changes are needed.

- *Parent and Service Provider Perspectives on the Barriers to Services and the Service Needs of Youth in the Juvenile Justice or Mental Health System in Lancaster County* (a survey by Dr. Michael Epstein, evaluator of the F³ Grant Program from the University of Nebraska)

Schrepf noted that families and providers agreed on a number of issues.

- *Office of Juvenile Services (OJS) Overall Evaluation Tracking*

Schrepf said F³ has received more evaluations than originally projected in the contract. She reported that the average number of detention days has been lowered from 21 to 11 days, explaining that youth may be in detention before the evaluation order is received.

Heier said he would like to see the evaluation process accelerated to less than 7 days.

Schrepf said it may make sense to do the evaluations ourselves rather than contracting, particularly now that the Assessment Center is open. She said most of the evaluations could be handled by the current staff, although a psychologist would be required for a few components. Schrepf noted that 65-70% of OJS evaluations are for Lancaster County.

Schrepf said the Nebraska Department of Health and Human Services (HHS) has reduced its service areas from six to three and the Southeast Service Area, which includes Lancaster County, is now part of the Eastern Service Area. She said F³ has been asked to perform evaluations for the entire service area. Schrepf said HHS would also like to contract with F³ for wraparound services for 126 youth that are state wards. She estimated that the State is currently spending \$4 million and said a 95% contract will be offered. Funds that are not spent may be put back into the system of care. Schrepf noted that the Kearney grant site has a similar contract and is spending 81%. She added that this will provide sustainability for the F³ grant.

Campbell noted that one of the goals of the F³ Grant Program was to change the way kids receive services, through wraparound services. She suggested that the County send Schrepf; Kerry Eagan, Chief Administrative Officer; Dave Johnson, Deputy County Attorney; and Dave Kroeker, Budget and Fiscal Officer, to tour the Wraparound Milwaukee Project in Milwaukee, Wisconsin, before making recommendation to the Conveners Group.

Schrepf suggested that a juvenile court judge be included in the group.

- *Community Assessment and Evaluation*

Schrepf said Tier I evaluations are completed within 8 hours and said in many cases an Office of Juvenile Services (OJS) evaluation is not needed. She said 480 evaluations are anticipated this year and said the Assessment Center should help to reduce this number significantly.

- *Lancaster County Office of Juvenile Mental Health (OJMH)*

Schrepf said this document outlines the future for the Office of Juvenile Mental Health (OJMH), including funding sources, programs and staffing.

Schrepf also distributed *Assessment Center Summary Report* (Exhibit D). She noted that almost all of the youth screened have substance abuse problems. Schrepf said the Assessment Center is not able to handle runaways at this time, but said a "planning community group" will be convened to look at issues related to runaways.

Campbell noted that information on the F³ Grant Program will be presented to the Region V Governing Board on March 11, 2002 and suggested that Dr. Michael Epstein, evaluator of the Families First & Foremost (F³) Grant Program from the University of Nebraska, be present to clarify that this is a state grant and to provide information on why administration of the grant was shifted from Region V to the County.

Review of Duties of Juvenile Mental Health Director

The following materials were distributed (Exhibits E & F):

- *Lancaster County Juvenile Mental Health Administrator* (job description)
- *Families First & Foremost (F³) Position Description*

Board consensus was to postpone the review until after the tour of the Wraparound Milwaukee Project.

7 PLANNING COMMISSION INTERLOCAL AGREEMENT WITH THE CITY OF LINCOLN - Dave Kroeker, Budget and Fiscal Officer

Dave Kroeker, Budget and Fiscal Officer, said the Planning Commission consists of nine members, representing different professions or occupations, that are appointed by the Mayor, confirmed by the City Council and approved by the County Board of Commissioners. Funding is split between the City and County on a 80/20 basis.

Eagan noted that appointments to the Planning Commission are addressed in a city ordinance and a corresponding county resolution.

In response to a question from Hudkins, Eagan said there is no reference to direct nomination by the County Board, although it has become practice over the years for mayors to seek rural representation.

Hudkins said it seems reasonable, based on the County's funding level, to seek the ability to nominate candidates for two seats on the Planning Commission, one to represent residents within the City's three mile zoning jurisdiction and one to represent residents beyond the City's three mile zoning jurisdiction.

Campbell noted that mayors have handled appointments differently over the years. She said Mayor Wesely has tried to communicate on all nine appointments and respected the Board's strong support of Planning Commissioner Krieser. Campbell noted that all of the County's interlocal agreements with the City are structured differently and said an attempt to open up this one may have repercussions in other areas. She said she would not want the County Board to lose its veto power for all nine of the appointments for the ability to nominate candidates for two seats. Campbell suggested that the Chair and Vice Chair have an informal discussion with the Mayor on whether the County Board can submit names to the Mayor and whether the interlocal agreement needs to be more specific in terms of geographic representation.

Stevens suggested he would like to see "friendly consideration" without opening the interlocal agreement.

8 PROPOSED MARSH USA, INC. CONTRACTS FOR BENEFITS CONSULTING AND SERVICES RELATED TO HEALTHCARE REQUEST FOR PROPOSALS (RFP) - Diane Staab, Deputy County Attorney; Georgia Glass, Personnel Director; Bill Kostner, City Risk Manager

Georgia Glass, Personnel Director, reviewed proposals from Marsh USA, Inc. to provide consulting services related to the County medical and dental employee benefit plans and for services to prepare and analyze a joint City/County Request for Proposals (RFP) for health insurance (see agenda packet). The total cost of the RFP will be \$28,000 and the County's share will be \$9,333. She said the County's three year contract with Marsh USA, Inc. will expire in May, 2002 and recommended a one year extension, noting the County will be dependent upon their work and advice through the RFP process for health insurance.

Diane Staab, Deputy County Attorney, said the cost of the contract extension is \$9,447 which is a 10% increase.

- MOTION:** Hudkins moved and Stevens seconded to:
1. Extend the contract with Marsh USA, Inc. for one year
 2. Contract with Marsh USA, Inc. for services to prepare and analyze a joint City/County Request for Proposals (RFP) for health insurance
 3. Direct the County Attorney's Office to prepare the contracts for ratification at a County Board of Commissioners meeting
- Stevens, Heier, Hudkins, Workman and Campbell voted aye. Motion carried.

COMMISSIONER MEETING REPORTS

B. Ecological Advisory Committee - Heier

Heier reported that the Board has received the following:

1. A letter from the Lincoln-Lancaster County Ecological Advisory Committee regarding the Lincoln City-Lancaster County Comprehensive Plan (see agenda packet)
2. Recommendations from the Lincoln-Lancaster County Ecological Advisory Committee regarding the short and long term recommendations of the Task Force on the Salt Creek Tiger Beetle (see agenda packet)
3. A copy of a letter from Stephen Mossman for North Lancaster Citizens Coalition for Common Sense Development (NLCCFCS) to the U.S. Fish & Wildlife Service regarding comments on proposed listing of the Salt Creek Tiger Beetle (Exhibit G)

Board consensus to schedule discussion of the letter and recommendations from the Lincoln-Lancaster County Ecological Advisory Committee on the March 21, 2002 Staff Meeting agenda (work session with the Planning Department on the Comprehensive Plan).

C. Lincoln Partnership for Economic Development - Workman

Workman said Mayor Wesely gave a report on plans by the City, Lincoln Electric System (LES) and County to fund an Economic Development Project Manager position. A report was also received from John Woods, Lincoln Airport Authority, on the outlook for the Lincoln Municipal Airport.

D. Railroad Transportation Safety District - Hudkins, Workman, Stevens

Hudkins reported the following:

1. A decision to send a letter to Archer-Daniels-Midland Company (ADM) and Kawasaki Motors asking what assistance the Railroad Transportation Safety District (RTSD) might provide to assist their operations for future growth and continuity of service
2. Review of the budget
3. Discussion of the 3rd and "A" Street overpass and final action to approve the closing of 14 crossings

Heier asked whether funds would be available for a viaduct if plans for an ethanol plant proceed.

Stevens said projects can be added to the proposed spending plan.

Campbell explained that the project would need to be tied to the City's Capital Improvements Plan or the County's One and Six Year Road and Bridge Improvement Program. She said individual companies cannot apply for funding.

9 PENDING AND POTENTIAL LITIGATION - Don Killeen, County Property Manager; Doug Cyr, Deputy County Attorney; Dave Johnson, Deputy County Attorney

MOTION: Campbell moved and Stevens seconded to enter Executive Session at 11:14 a.m. for discussion of pending and potential litigation. Stevens, Heier, Hudkins, Workman and Campbell voted aye. Motion carried.

Hudkins exited the meeting.

MOTION: Campbell moved and Stevens seconded to exit Executive Session at 11:31 a.m. Campbell, Workman, Stevens and Heier voted aye. Hudkins was absent from voting. Motion carried.

Hudkins returned to the meeting at 11:32 a.m.

10 ACTION ITEMS

A. Authorize Kit Boesch, Human Services Administrator, to Pursue Grant Funding from the Office of Community Justice (OCJ) Concerning Assistance to Adult Female Offenders (Approximately \$75,500 with a \$13,500 County Match)

MOTION: Heier moved and Stevens seconded to authorize Kit Boesch, Human Services Administrator, to proceed. Stevens, Heier, Hudkins, Workman and Campbell voted aye. Motion carried.

B. Request from Kit Boesch, Human Services Administrator, and Deb Sprague, Lincoln Council on Alcoholism and Drugs (LCAD), to Attend the Federal Drug Free Communities Grant Workshop in Los Angeles, California, March 18-19, 2002 (Estimated Cost is \$840)

MOTION: Campbell moved and Hudkins seconded to authorize attendance by Kit Boesch, Human Services Administrator, and to authorize attendance by Deb Sprague, Lincoln Council on Alcoholism and Drugs (LCAD), subject to a determination that funding of her attendance is legal. Stevens, Heier, Hudkins, Workman and Campbell voted aye. Motion carried.

C. Microcomputer Request, C#2002-089, \$36,312.14 from the Corrections Budget for 17 Compaq Pentium IV's, 16 17" Monitors, etc.

MOTION: Heier moved and Stevens seconded approval. Campbell, Workman, Hudkins, Heier and Stevens voted aye. Motion carried.

11 ADMINISTRATIVE OFFICER REPORT

A. Bid from Weathercraft Company of Lincoln to Repair the Community Mental Health Center Roof (\$5,735)

MOTION: Campbell moved and Stevens seconded to authorize the expenditure from the Building Fund. Stevens, Heier, Hudkins, Workman and Campbell voted aye. Motion carried.

B. Employee Recognition Luncheon, May 21, 2002

MOTION: Heier moved and Hudkins seconded approval of the date. Campbell, Workman, Hudkins, Heier and Stevens voted aye. Motion carried.

C. "Take Our Daughters to Work" Day Payroll Insert

MOTION: Campbell moved and Hudkins seconded approval. Stevens, Heier, Hudkins, Workman and Campbell voted aye. Motion carried.

D. Government Access and Information Committee Appointments (James O'Hanlon and Rod Armstrong)

The Board scheduled action on the appointments on the March 12, 2002 County Board of Commissioners Meeting agenda.

E. Appointments to the Lincoln-Lancaster Women's Commission

The Board scheduled action on the appointments on the March 12, 2002 County Board of Commissioners Meeting agenda.

F. Destination Funds from Nationwide Insurance for County Employees Pension

Board consensus to forward the item to the Pension Review Committee.

G. Meeting at Community Mental Health Center Regarding Relationship Between Mental Health Providers and Region V

Board consensus to forward a copy of a memorandum from Dean Settle, Community Mental Health Center (CMHC) Director, summarizing comments made at a meeting of adult mental health service providers that was convened to discuss concerns related to Region V, to the Region V Governing Board, with a cover letter from the Board.

H. National Association of County Officials (NACo) Conference, in New Orleans, Louisiana, July 12-16, 2002

MOTION: Heier moved and Campbell seconded to authorize attendance by Commissioner Hudkins. Campbell, Workman, Hudkins, Heier and Stevens voted aye. Motion carried.

I. Lincoln-Lancaster County Ecological Advisory Committee Recommendations

Item covered in Agenda Item 3B.

J. Stevens Creek Subarea Plan and Planner

Board consensus to schedule an update on the March 21, 2002 Staff Meeting agenda (work session with the Planning Department on the Comprehensive Plan).

12 ADJOURNMENT

MOTION: Campbell moved and Heier seconded to adjourn the meeting at 11:59 am. Campbell, Workman, Hudkins, Heier and Stevens voted aye. Motion carried.

Bruce Medcalf
County Clerk